



MAYOR AND COUNCIL OF SNOW HILL

PLANNING AND ZONING MEETING

TOWN OF SNOW HILL

July 10 ,2023

7:00 P.M. OLD FIREHOUSE

Members in attendance: Chairman Mark Nixon, Vice Chairman Tony Bevilaqua, Chase Phillips. Staff: Martin Sullivan. Not present Pam Coston , Fran Price.

Chairman Mark Nixon brought the meeting to order at 7:06 P.M. Chairman Nixon discussed the ground rules for the meeting. Including that the Commission speaks about the topic at hand and that the public can not chime in unless they are asked a question by the Commission.

The purpose of this meeting was to offer some training to Planning and Zoning Commission members. The Topic of the training was from the Town of Snow Hill Code Chapter 166 Subdivision of Land. Town staff Sullivan went over procedures for subdivision of land including submission of a preliminary plat , the planning and Zoning Commissions role in approving or denying the preliminary plat . Including asking for site improvement plans prior to approval. Discussed minimum improvements that are required. Staff Sullivan also discussed the importance of having a Town attorney present going forward at the Planning Commission meetings to help with the process.

Administrative Duties: Chairman Nixon asked for a motion to approve the minutes from the previous meeting held May 1, 2023. Tony Bevilaqua made a motion to accept the minutes as presented. The motion was seconded by Chase Phillips and voted on and approved unanimously.

Motion to adjourn made by Tony Bevilaqua second by Chase Phillips

Next meeting scheduled for August 7, 2023